

**MINUTES OF MEETING
SUMTER LANDING COMMUNITY
DEVELOPMENT DISTRICT**



The Workshop of the Board of Supervisors of the Sumter Landing Community Development District was held on Thursday, May 17, 2012 following the Board Meeting, at the District Office Board Room, 1894 Laurel Manor Drive, The Villages Florida, 32162.

Board members present and constituting a quorum:

Mike Berning	Chairman
Randy McDaniel	Supervisor
Al Schmid	Supervisor
Terry Upton	Supervisor

Staff Present:

Janet Tutt	District Manager
Barbara Kays	Budget Director
David Miles	Finance Director
Jennifer McQueary	District Clerk
Brittany Wilson	Executive Assistant
Candice Lovett	Staff Assistant

FIRST ORDER OF BUSINESS: Call to Order

A. Roll Call

Chairman Berning called the Workshop to order at 10:55 a.m. and stated for the record that four (4) Supervisors were present representing a quorum. Joe Nisbett was absent.

B. Pledge of Allegiance

The Pledge of Allegiance was previously addressed.

SECOND ORDER OF BUSINESS: Budget Process Review

Barbara Kays, Budget Director, provided an overview of the budget timeline and advised the Board that revisions can be made to the budgets throughout the summer months. The Board will be

asked to adopt a final budget at its September meeting. Ms. Kays addressed the Lake Sumter Landing (LSL) Fund maintenance assessments advising when the Board approves the Proposed Budget it sets the maximum level of maintenance assessments and following the approval of the proposed budget that level can only remain the same or decrease.

THIRD ORDER OF BUSINESS: SLAD Fund Overview

Ms. Kays advised the Board the Form 1 provided the following overview:

- A 10% increase was included for Recreation Fee revenue received from the Developer for Developer-owned Recreation facilities and Golf Management fees.
- A 2% Consumer Price Index (CPI) adjustment has been included for Amenity Fees revenue which is based on the number of rooftops. The CPI adjustment provides for an increase of \$270,792 in amenity fee revenue.
- A \$9.48 per household charge for Community Watch services provided to those amenity fees still owned by the Developer includes a 13% increase in revenue.
- The Fire Safety fee of \$4.08 per household is anticipated to increase 9%.
- As has been completed in previous years, Staff has included a 10% placeholder for Management Services and other cost allocated line items. These numbers will be adjusted during the summer months.
- System Management Support had a decrease of 23%.
- A 21% increase for Printing and Binding was included for printing costs associated with the Recreation News.
- A 36% decrease was budgeted for Non-Capital FF&E.
- Capital Outlay projects will include an upgrade to LED lighting upgrades and drainage improvements are scheduled to be completed at the Brinson-Perry Dog Park.

Ms. Kays advised the \$2 million transfer to the General R&R for the current fiscal year has been completed. A transfer in the amount of \$1.5 million has been budgeted for Fiscal Year 2012/2013; however, should the Board direct, Staff could increase the transfer amount and make necessary adjustments to budget line items.

Ms. Kays advised the Board estimates the ending balances in Working Capital for Fiscal Year 2012/2013 to be \$5,942,503; utilizing the \$1.5 million transfer in place the ending balance for the General R&R is estimated to be \$4 million and including a \$25,000 transfer to the Insurance Reserve the ending balance is estimated to be \$75,000.

Supervisor Upton stated the budget is projecting a 1% reduction in revenues and a 1% reduction in expenses. Ms. Kays stated a 5% increase in revenues is budgeted exceeding expenditures by \$252,908. Supervisor Upton inquired if expenditures could be reduced or if additional expenditures would be included in the budget. Ms. Tutt stated Staff would conduct its review of departmental budgets over the summer months.

Supervisor Upton inquired if the amended budget had actual year-to-date numbers. Ms. Kays stated the amended budget numbers provided includes the adopted budget by the Board and any budget amendment resolutions adopted by the Board throughout the current fiscal year.

Supervisor McDaniel inquired if there are areas where Staff has major concerns. Ms. Kays stated there are unknowns at this time; however a 10% placeholder has been applied to those.

FOURTH ORDER OF BUSINESS: Lake Sumter Landing Fund Overview

Ms. Kays stated the Form 1 handout was provided and gave the following overview:

- CAM & Road Maintenance Assessment Revenue had a slight decrease.
- An \$80,000 transfer was included to the General R&R

Ms. Tutt advised Staff will be coming to the Board at the June 14, 2012 meeting to discuss the District-owned open space. The Rule has been advertised and removes the payment of Project Wide from the Sumer Landing Amenities Division (SLAD) and eliminates those properties from the assessment process. The budgeted presented to the Board reflects the Rule change. Ms. Kays stated Market Square has been removed from the assessment process.

- Working Capital estimated ending balance in Fiscal Year 2012/2013 is over \$613,353.
- A transfer of \$80,000 has been budgeted which will be bring the Fiscal Year 2012/2013 ending balance \$280,000.
- Villa Roads ending balance is estimated at \$353,014.

FIFTH ORDER OF BUSINESS: Project Wide Fund Overview

Ms. Kays advised the Form 1 and Capital Projects have been provided for the Project Wide Fund. Increases are anticipated in the following areas:

- Staff has included Phase II of District 9 into the allocation.
- Irrigation System operations and monitoring included for \$15,094
- Additional costs for Breedlove, Dennis & Associates (BDA), who addresses the exotic vegetation in the Districts.
- Installation of Solar lighting in 12 tunnels - \$55,100
- Districts 6 and 7 multi-modal path rejuvenator - \$80,310
- Floating vegetation mats in ponds to preserve water quality - \$102,000

Supervisor Upton inquired if rubber turf for the walking trail at Live Oak Park is an appropriate Project Wide expenditure. Ms. Kays advised this item was removed from the recommended budget.

- The Working Capital estimated ending balance for Fiscal Year 2012/2013 is \$1,871,587
- No transfer was budgeted for the General R&R in the fiscal year 2012/2013 budget at this time. The estimated ending balance exceeds \$2 million.

SIXTH ORDER OF BUSINESS: Sumter Landing Fitness Fund Overview

Ms. Kays stated the Fitness Center estimated revenues exceed the expenditures by \$100,000 and advised the Working Capital estimated ending balance for fiscal year 2012/2013 is \$1,034,689 and the General R&R estimated ending balance for fiscal year 2012/2013 is \$349,505 which includes a \$60,000 transfer.

SEVENTH ORDER OF BUSINESS: Supervisor Comments

There were no Supervisor Comments.

EIGHTH ORDER OF BUSINESS: Reminder: Regular Board Meeting – June 14, 2012 at 10:00 a.m.

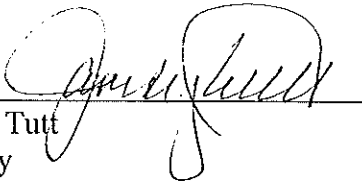
This item was previously discussed.

NINTH ORDER OF BUSINESS: Adjourn

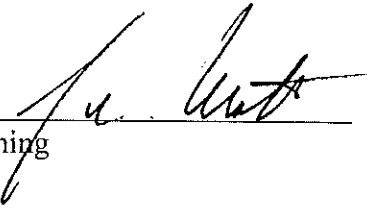
The workshop was adjourned at 11:27 a.m.

On MOTION by Terry Upton, seconded by Randy McDaniel, with all in favor, the Board adjourned the Workshop.

Janet Y. Tutt
Secretary



Mike Berning
Chairman



**MINUTES OF MEETING
SUMTER LANDING COMMUNITY
DEVELOPMENT DISTRICT**



The Meeting of the Board of Supervisors of the Sumter Landing Community Development District was held on Thursday June 14, 2012 at 10:00 a.m. at the District Office Board Room, 1894 Laurel Manor Drive, The Villages Florida, 32162.

Board members present and constituting a quorum:

Mike Berning	Chairman
Joe Nisbett	Vice Chairman
Randy McDaniel	Supervisor
Al Schmid	Supervisor
Terry Upton	Supervisor

Staff Present:

Janet Tutt	District Manager
Diane Tucker	Administrative Operations Manager
Archie Lowry	District Counsel
Sam Wartinbee	District Property Management Director
David Miles	Finance Director
Jennifer McQueary	District Clerk
Aileen Jones	Purchasing Supervisor
Brittany Wilson	Executive Assistant
Candice Lovett	Staff Assistant

FIRST ORDER OF BUSINESS:

Call to Order

A. Roll Call

Chairman Berning called the meeting to order at 10:00 a.m. and stated for the record that all Supervisors were present representing a quorum.

B. Pledge of Allegiance

Chairman Berning led the Pledge of Allegiance.

C. First Time Meeting Attendees

The Board welcomed all those residents in attendance at a Sumter Landing Community Development District (SLCDD) Board Meeting for the first time.

D. Audience Comments

There were no audience comments.

SECOND ORDER OF BUSINESS: Approval of the Minutes for the Board Meetings held on May 17, 2012

Vice Chairman Nisbett requested a clarification to the following statement, "Vice Chairman Nisbett said he would like the Board to consider implying a maximum amenity fee". Vice Chairman Nisbett clarified it wasn't a "maximum" so much as an abatement. Staff advised the clarification would be noted.

On MOTION by Al Schmid, seconded by Terry Upton, with all in favor, the Board approved the Minutes from the Board Meeting held on May 17, 2012.
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THIRD ORDER OF BUSINESS: Financial Statements as of May 31, 2012

David Miles, Finance Director, advised the cash analysis prepared on May 30, 2012 was provided for the Board's review and identifies the District's investable balances for the week held in the District's Citizens First Bank (CFB), State Board of Administration (SBA), Florida Municipal Investment Trust (FMIvT) 1-3 year bond fund and 0-2 year bond fund and the Florida Local Government Trust (FLGIT). Ms. Miles presented the Budget to Actual Statements as of May 31, 2012 reflecting 66.67% of the fiscal year for the SLCD funds and reviewed the following fund:

- Sumter Landing Amenities Division (SLAD): The total revenues received year-to-date are 67.38% of the budgeted revenue and the budgeted expenditures year-to-date are at 62.62%. The SLAD Fund realized an increase to net assets of \$218,347 and on a year to date basis there was a positive balance of \$313,210.

Vice-Chairman Nisbett requested clarification of the Insurance Reserve Fund. Janet Tutt, District Manager, stated the District change from a commercial insurance carrier to a pooled fund, PGIT.

Because pooled funds pay up to a specified dollar amount for a catastrophic event Staff felt it important to build a reserve until a history working with PGIT could be developed.

**FOURTH ORDER OF BUSINESS: Adoption of Resolution 12-04 Amending and Restating
Chapter III of the District's Rule**

A. Staff Overview and Recommendation

Ms. Tutt advised the amended and restatement to Chapter III of the District's Rule provides for a change in the assessment methodology used, which will eliminate the improved parcels in the Market Square area from paying assessments. The improved and unimproved parcel property owners within Lake Sumter Landing (LSL) currently pay an assessment which covers all maintenance related items associated within the geographical area. Ms. Tutt stated Staff is recommending the improved vacant parcels within the LSL not have the assessment levied against them or against the properties owned the Sumter Landing Community Development District (SLCDD). This change will result in approximately \$43,500 of revenue from the SLCDD amenity division and future maintenance of these parcels will be funded through the Lake Sumter Landing (LSL) assessment program. Ms. Tutt advised additional language provided for in the amendment and restatement of the Rule will assist District Management in addressing safety concerns as a result of vehicles and golf carts parking on property, other than in established areas and other activities within the District.

Supervisor Upton inquired how parking violations would be addressed. Ms. Tutt stated District Management has the ability to "trespass" an individual in these types of instances. Additionally, Staff is reviewing signage to address the issue. Archie Lowry, District Counsel, clarified the District has police powers, but not the power to arrest.

Vice Chairman Nisbett inquired if the installation of signage would allow the District to tow vehicles. Ms. Tutt confirmed signage would provide the District the ability to tow and stated there are some areas which are abused more than others.

B. Open Public Hearing

Chairman Berning opened the public hearing at 10:14 a.m. to receive public input.

Cindy Leman, Pennecamp, requested clarification on the methodology allocation. Ms. Tutt advised the remaining commercial properties within the Lake Sumter Landing area would "pick up" the allocated portion previously paid by the amenity stream.

Elaine Dreidame, Property Owners Association, stated she was under the impression the \$43,500 was being paid out of the Project Wide Improvement Fund, rather than the Amenity Fund. Barbara Kays, Budget Director, stated the Market Square portion does fall under the Project Wide Fund. The current year assessment was \$43,508, which was left on the schedule to indicate a zero balance.

C. Close Public Hearing

Hearing no other audience comments, Chairman Berning closed the public hearing at 10:19 a.m.

D. Board Determination

On MOTION by Joe Nisbett, seconded by Terry Upton, with all in favor, the Board adopted Resolution 12-04 Amending and Restating Chapter III of the Sumter Landing Community Development District Rules establishing a new assessment methodology and providing for additional language regarding the use of property in Lake Sumter Landing.

FIFTH ORDER OF BUSINESS:

Adoption of Resolution 12-05 Amending and Restating Chapter IV of the District's Rule

A. Staff Overview and Recommendation

Ms. Tutt advised Staff's request to amend and restate Chapter IV of the District's Rule provides for a 5% penalty late fee for amenity fees and also pertains to revisions of fees to eliminate the necessity of collecting change and utilize flat dollar amounts. The Board has been provided with a list of the changes and revised fees.

Vice Chairman Nisbett requested clarification of the charge for IS support services. Ms. Tutt stated those charges pertain to requests made for IS services for room rentals.

Chairman Berning requested clarification between a global and general lifestyle event. Ms. Kays advised a general event is a specific activity held at a recreation center where neighborhood residents would attend. A global event is an event attended by residents throughout the District.

B. Open Public Hearing

Chairman Berning opened the public hearing at 10:28 a.m. to receive public input.

C. Close Public Hearing

Hearing no public input, Chairman Berning closed the public hearing at 10:28 a.m.

D. Board Determination

On MOTION by Al Schmid, seconded by Terry Upton, with all in favor, the Board adopted Resolution 12-05 Amending and Restating Chapter IV of the Sumter Landing Community Development District; establishing fees and charger and operating policies and procedures related to the recreational, community watch and facilities located within the boundaries of the District and by Interlocal agreement, outside the boundaries of the District' and providing for an effective date of the amendment and restatement of the rule.

SIXTH ORDER OF BUSINESS:

Adoption of Resolution 12-06 approving the Proposed Budget for Sumter Landing Community Development District Funds for Fiscal Year 2012/2013

Ms. Kays stated the Board reviewed the line item budgets, capital lists and reserve balances at a Budget Workshop held on May 17, 2012. The information provided to the Board for approval today reflects no changes from the information reviewed at the Workshop. The approval of the budget will set the maximum level of the maintenance assessment for the Lake Sumter Landing Fund. Staff will continue to review the cost allocation methodologies throughout the summer months and fine tune the budgets.

On MOTION by Terry Upton, seconded by Al Schmid, with all in favor, the Board adopted Resolution 12-06 approving the Proposed Budget for Fiscal Year 2012/2013 and setting the public hearing to adopt the budgets for Fiscal Year 2012/2013 for September 13, 2012 at 10:00 a.m. at the District Board Room.

Ms. Kays stated the Budgets are available on the website, www.districtgov.org and also in the Administrative office.

CONSENT AGENDA:

Chairman Berning advised the Board a motion to approve the Consent Agenda is a motion to approve all recommended actions. All matters on the Consent Agenda are considered routine and no discussion will occur unless desired by a Board Supervisor.

Vice Chairman Nisbett requested the Eighth and Ninth Orders of Business be pulled from the Consent Agenda.

On MOTION by Joe Nisbett, seconded by Terry Upton, with all in favor, the Board approved the following on Consent Agenda:
SEVENTH ORDER OF BUSINESS: Adoption of Resolution 12-07 authorizing Staff to open an account with the FMIvT 1-3 Year High Quality Bond Fund for the Fitness Enterprise Fund and to purchase and redeem shares in the fund as directed by the Board.

EIGHTH ORDER OF BUSINESS: Approval of Amendment Four to the Agreement with Commercial Landscape and Irrigation, Inc.

Vice Chairman Nisbett inquired when the contract with Commercial Landscape and Irrigation, Inc. would be up for renewal and rebid. Aileen Jones, Purchasing Supervisor, stated the contract expires September 30, 2012; however, there is a stipulation in the original contract which provides that if both parties agree the contract could be renewed for an additional year. The upcoming fiscal year would be the last renewal and the contract would be rebid next fiscal year. Ms. Tutt advised the Board the renewal contract provided in the agenda package has been revised to provide language additions requested by District Counsel.

On MOTION by Joe Nisbett, seconded by Terry Upton, with all in favor, the Board approved Amendment Four to the Agreement with Commercial Landscaping and Irrigation, Inc. for an Amended Annual Agreement of \$797,064.61 and authorized the Chairman to execute the Agreement.

NINTH ORDER OF BUSINESS: Approval of Renewal One to the Catering Services Agreement with E&B Soufull Food Enterprises, LLC D/B/A La Hacienda Catering

Ms. Tutt stated Staff is requesting this item be pulled from the agenda to be brought back to the Board at the July 20, 2012 meeting.

Sal Torname, 1743 Yankee Clipper Run, requested Staff provide additional information pertaining to the Seventh Order of Business. Mr. Miles advised the Investment Advisory Committee (IAC) requested the District's Investment Advisor, PFM, provide a breakdown of District Funds held in

operating accounts verses long term investment accounts. PFM recommended transferring several million dollars, District-wide, from the operating accounts to increase investment earnings. The agenda approved by the Board provides Staff the ability to open an account for the Fitness Fund with the FMIvT to achieve the recommendation made by PFM to transfer \$300,000 from the.

TENTH ORDER OF BUSINESS: Staff Reports

Ms. Tutt stated the Rule changes require a great amount of work and effort and thanked Staff for their efforts.

ELEVENTH ORDER OF BUSINESS: District Counsel Reports

There were no District Counsel Reports.

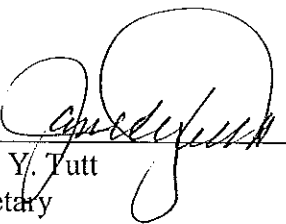
TWELFTH ORDER OF BUSINESS: Supervisor Comments

There were no Supervisor Comments.

THIRTEENTH ORDER OF BUSINESS: Adjourn

The meeting was adjourn at 10:41 a.m.

On MOTION by Randy McDaniel, seconded by Joe Nisbett, with all in favor, the Board adjourned the meeting.



Janet Y. Tutt
Secretary



Mike Bering
Chairman